

Memorandum

To : Secretariat

Date : 04/20/2011

From : **California Energy Commission – Ryan Eggers, Energy Commission Specialist I**
1516 Ninth Street
Sacramento CA 95814-5512
Fuels and Transportation Division

Subject : **Information Technology Purchase Order**

A. Contractor/Vendor Name:
RC Consulting

B. Project Manager and/or Contact(s):
Ryan Eggers

C. Term of Agreement:
May 2, 2011 to November 30, 2012

D. Cost of Agreement and Funding Source:
\$90,000 ERPA Funds

E. Purpose/Objective of Agreement:

To provide training to develop in-house expertise in analyzing and extracting vehicle data from the California Department of Vehicles database. DMV data is used to develop the Energy Commission's transportation energy demand forecasts and tracks progress in meeting the state's petroleum reduction goals and reducing greenhouse gas emissions.

F. Summary of Work to be Performed (Attach as Exhibit A - Scope of Work):

The California Energy Commission's Fossil Fuel Office seeks Commission approval to fund a \$90,000/ 18 month contract with RC Consulting to provide technical project support services to transition the knowledge and programming techniques used to produce the DMV vehicle reports to Energy Commission staff. The purpose of this contract is for RC Consulting to educate and train staff in creating vehicle count reports from DMV registration information, without further outside assistance. By the conclusion of this contract, Energy Commission staff will produce the same reports as defined in the Analysis of the October 2009 and April 2010 DMV Vehicle Registration Databases and Transition Consultation Contract, contract number 09-409.00-009.